

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

FEBRUARY 29, 2000

**FROM: GARY PENROD, SHERIFF
SHERIFF'S DEPARTMENT**

**SUBJECT: PROCUREMENT OF FINGERPRINT ANALYSIS SERVICES PER COUNTY
ORDINANCE 14.0113.**

RECOMMENDATION: Authorize County Purchasing Agent to increase purchase order with the State of California, Department of Justice, for the provision of fingerprint analysis services, from \$25,000 to \$60,000.

BACKGROUND INFORMATION: On July 27, 1999, the Board of Supervisors approved Item No. 66 amending County Ordinance 14.0113 to require departments to seek Board of Supervisors approval when contracting for services with any one vendor in excess of an aggregate amount of \$25,000 per fiscal year.

The Sheriff's Department performs fingerprinting of individuals for internal pre-employment applicants, professional licensing, school employees, foster parent applicants, adoption applicants, and others using Live Scan fingerprinting technology. These fingerprint images are electronically transmitted to the State of California, Department of Justice, for analysis. The Department of Justice then reports to the findings to the appropriate agency.

Prior to the use of the Live Scan technology, fingerprints were captured on fingerprint cards. Each applicant would bring a money order made payable to the Department of Justice for the processing fee. The Sheriff's Department would then forward the fingerprint cards and payment to the Department of Justice for processing. With the implementation of the Live Scan system, on March 16, 1999, the Board of Supervisors approved Contract No. 99-186 with Sylvan Identix to act as the go-between to collect the money and transmit the fingerprints captured by Sheriff's Department personnel. Sylvan Identix exercised their right to terminate the contract effective October 14, 1999.

Since October 14, 1999, the Sheriff's Department has been collecting the Department of Justice fees directly from the applicants. Because the fingerprints are transmitted electronically, payment can no longer be forwarded to the Department of Justice with the fingerprints. The Department of Justice sends monthly invoices to the Sheriff's Department for the fees incurred. The Sheriff's Department then makes payment to the Department of Justice.

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The Department currently has a purchase order in the amount of \$25,000 for this service. From October 14, 1999 to present, the Sheriff's Department has spent \$17,000 with this vendor. Due to the difficulty in the initial set up of the direct payment system, these year-to-date expenditures do not accurately reflect the volume of monthly services provided by the Department of Justice. The Sheriff's Department expects to spend \$60,000 this fiscal year and is requesting increased purchase authority for the balance of this fiscal year.

REVIEW BY OTHERS: This agenda item has been reviewed by and coordinated for procurement with the Purchasing Department and has been reviewed by County Counsel (Kevin L. Norris and Michelle D. Blakemore).

FINANCIAL IMPACT: Approximately fifty percent of the fingerprinting analysis fees are recovered from other agencies. The remaining fifty percent, approximately \$30,000, is for internal pre-employment applicants and was included in the FY99/00 Budget.

SUPERVISORIAL DISTRICT(S): All Districts

PRESENTER: Sgt. Gary Eisenbeisz